

1. PURPOSE AND SCOPE OF THIS MEMORANDUM

This memorandum summarizes a site survey performed on July 18, 2008 to evaluate the condition of ADA-mandated accessibility at the Library in Pembroke Massachusetts. After a description of the site and interior conditions of the building, recommended improvements are provided in Section 7, beginning on page 6.

2. SPECIFIC SITE

The subject property is the Pembroke Public Library at 142 Center Street.



3. NAME AND LOCATION OF SITE

- a. The Library is located on a 34.19-acre Town-owned site (Parcel D9-1), accessed primarily from Center Street to the West. It is adjacent to the Town Hall and Police Station parcels to the North and the Community Center parcel to the West. The Recreation Center is located to the North of the Library, on the same parcel.

4. EXISTING CONDITION OF FACILITY

a. Existing Conditions

- i. Primary uses: The Library is used for typical public and library administrative purposes. There is general public access.
- ii. Hours of Operation: The Library is open Monday through Saturday during typical business hours, with evening hours on most weekdays, and Sunday hours from October until May. It has no secondary municipal function.
- iii. Employee access needs: The access needs of Library administrative staff can be assumed to be the same as that of the general public.

b. Nature of site and building development

The Library is a single-story framed structure with limited second-floor areas, constructed in 1998. For all buildings on the parcel (The Recreation Center and the Library), the Pembroke Assessor's records indicate a total of 68,618 sq. ft. of floor space, with a current building value of \$5,902,500. For the purposes of this report we estimate that the Library itself contains approximately 22,000 sq. ft. and has a building value of \$2,402,500.

c. Surrounding Town uses

These include tennis and basketball courts plus the Recreation Center, Town Hall and Police Station to the North, and the Community Center to the West, all of which share some degree of common pedestrian and vehicle access, as well as parking.

5. CONDITIONS OF FACILITY ACCESS

The Pembroke Public Library is the newest of the buildings surveyed, constructed approximately twenty years ago. As such, its design incorporated ADA and Massachusetts Architectural Access Board standards, and it remains compliant in all substantial respects. Minor non-compliant items are discussed below.

a. Approach to parking lot, parking spaces and signage

The Library is marked by a free-standing yard sign at the driveway entrance and a single sign above the main building entrance, both visible from Center Street. The parking areas in front of the building and at the South side are paved and contains approximately 59 marked parking spaces,



5 of which are designated as accessible. Signage for these spaces is inconsistent and typically is not provided at the centerline, head-on position. There is no marked van-accessible space, although at least one of the marked spaces and its access aisle appear to meet the required dimensions.

Some of the accessible and standard parking spaces noted above may be shared by users of the adjacent Community Center to the West. The condition of accessible parking spaces and the accessible route to the building entrance is generally good. Minor differential settlement of

concrete paving was noted near the main entrance, where a gap in excess of the ADA maximum ½" was noted.



b. Entrance and access to primary uses

i. Door and Sill – Main (front) entrance

The main entrance is accessible, and is provided with a power door operator.



All other public entrances, including the rear Terrace door, are also accessible.

ii. Directional signage to primary uses within building

The interior signage at the Library is typically in conformance with not meet ADA standards.

iii. Doorways and Door Hardware

Most of the doors and doorways at the Library conform to ADA accessibility standards. Minor non-compliant conditions were observed, which primarily involved the following:

- Lack of adequate side clearance at doors. A minimum 18" clearance is required at the latch-pull side of any passage or entry door. This is typically the result of furniture placed too close to the door; the necessary clearance is generally available.



In addition, where automatic door closers are used, a minimum 12" clearance is also required at the latch *push* side.

- Lack of tactile warning at doors to hazardous locations.



- iv. **Water Fountain not operational**
This was presumably a temporary condition at the time of our visit. Alternate accommodation in the Children's area was available.



- c. Access to staff and other services
 - i. Signage and floor; functionality (height and visibility)
As noted above, the Interior signage at the Library typically conforms to ADA standards.
- d. Restroom facilities
 - i. All of the public restrooms at the Library are fully accessible in conformance with ADA standards, with one noted exception;

Missing insulation at hot-water piping below lavatory, Men's room:



This may have been the result of an incomplete repair and was pointed out to Library staff.

- e. Emergency communication equipment
 - i. The building is equipped with a fire alarm system, and horn/strobe units were noted at several locations. However, a full survey of the coverage of these signaling devices was not conducted.

- f. Issues with access to other specialized services
 - i. None noted.

6. BARRIERS THAT LIMIT ACCESS TO EXISTING BUILDING
 - a. Description of each barrier and nature of limitation
 - i. Condition of parking and pathway surfacing.

Parking area and accessible route are in generally good condition, but spaces lack some or all required signage. A van-accessible space is not identified.
 - ii. Ramps and doors
Minor differential settlement of concrete sidewall sections.
 - iii. Signage and service locations
Signage is generally compliant.
 - iv. Restroom facilities
No barriers noted.

7. SHORT TERM SITE IMPROVEMENTS
 - a. Accessible Parking
 - i. Re-stripe and designate van-accessible space and access aisle. Provide required signage.

8. LONG TERM SITE IMPROVEMENTS
 - a. Along accessible path to main entrance, install high-density joint filler at gaps between sections of paving, wherever gaps exceed ½" horizontally. Fill or grind adjacent surfaces where vertical steps exceed ½".

9. SHORT TERM BUILDING IMPROVEMENTS
 - a. Door Clearances – furniture interference
Remove or relocate furniture to allow 18" clear at the latch-pull side of doors, plus 12" clear at the latch *push* side where the door is equipped with a closer.
 - b. Maintenance and Repair
Repair drinking fountain.
Insulate hot water piping under Men's Room lavatory.

10. LONG TERM BUILDING IMPROVEMENTS
 - a. Door Hardware –
Provide tactile warning on backside of handle at doors to hazardous locations.